



GENEVA COMMUNITY UNIT SCHOOL DISTRICT 304
FROM THE OFFICE OF HUMAN RESOURCES

TO: Dr. Andy Barrett

FROM: Dr. Adam Law

RE: October 14, 2025, Personnel Report

DATE: October 14, 2025

I request that the Board of Education approve the following personnel recommendations:

CERTIFIED STAFF

I. FTE Adjustments- Certified Staff

Start Date	Name	School	Subject/Grade	Current FTE	New FTE
10/6/2025	Egan, Jessica	GHS	Spanish	1.0	1.20 10/6/2025 – 12/19/2025
10/6/2025	Joiner, Madison	GHS	Spanish	1.0	1.20 10/6/2025 – 12/19/2025
10/6/2025	Thomas, Gina	GHS	Spanish	1.0	1.20 10/6/2025 – 12/19/2025

Due to our inability to recruit another long-term Substitute Teacher to cover a current FMLA, I am recommending that Jessie Egan, Madison Joiner and Gina Thomas assume the teaching responsibility for one additional class for the remainder of the first semester of the 2025-2026 school year.

II. FMLA

Name	School	Position	Approximate Dates	School Year
Dabkowski, Katlyn	MCS	First Grade Teacher	2/27/2026 – 5/22/2026	25/26
Magiera, Jade	HES	School Psychologist	11/11/2025 – 2/25/2026	25/26

SUPPORT STAFF

I. New Hires

Name	School	Position	Effective Date	School Year
Amezquita, Alejandro	GMSN	Custodian	9/22/2025	25/26
Baez Ramos, Rosa	GMSN	Custodian	9/29/2025	25/26
Ballines, Vicente	CESC	Grounds	10/20/2025	25/26

II. Resignations

Name	School	Position	Effective Date	School Year
Murillo, Nancy	TRAN	Bus Driver	10/3/2025	25/26
Runyan, Jane	HSS	Kindergarten Assistant	10/17/2025	25/26

III. Terminations

Name	School	Position	Effective Date	School Year
Kasten, Maddilynn	CESC	Grounds	9/29/2025	25/26
Kastor, Heather	CESC	Payroll & Accounting Specialist	10/14/2025	25/26

IV. Reclassification/Transfer

Name	School	Position	Effective Date	School Year
Kaus, Parker	GHS to HSS	Custodian	9/29/2025	25/26
Quintero Ramirez, Armin	HSS to GHS	Custodian	9/22/2025	25/26
Sago, Selena	CESC to MCS	On-Call Custodian to Custodian	9/22/2025	25/26

ADMINISTRATORS

No update